

GOVERNMENT OF WEST BENGAL
Panchayats & Rural Development Department
Joint Administrative Building
Block HC-7, Sector –III, Salt Lake
Kolkata-700 106

Memo. No. 2377-P&RD/P/18S-01/06(pt)

Date: 02/05/2017

To
The Principal Secretary, GTA
The District Magistrate and District Programme Coordinator (all),
The Additional Executive Officer, Siliguri Mahakuma Parishad

Sub: Immediate completion of incomplete works.

Madam/Sir,

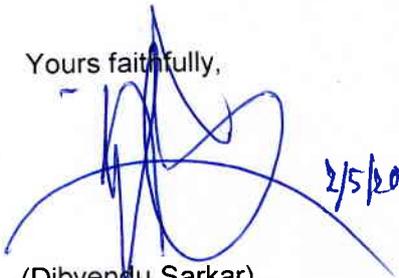
Your personal attention is drawn to the status of incomplete works as in the MIS. Although the issue of work completion has been reiterated in several communications and discussions, there still appears to be substantial gapped in work completion. The attached table gives update figures as to incomplete works in the districts. In order to ensure that all works are completed on time, following procedures may please be adopted.

1. While providing administrative sanction to any work, the date by which the work should be completed should be indicated to the PIA.
2. A system should be developed to periodically monitor work completion status in the field. The PIAs should be reminded from time to time as to the date by which specific works are supposed to be completed.
3. At the block level meeting with the Gram Panchayats and at the district level meeting with the blocks specific feedback as to the works where completion is delayed should be given. The Gram Panchayats and the blocks are to be asked to explain the reasons for delay, if any.
4. If some of the works are delayed beyond one year without any cogent reason the PIAs should be intimated that after giving them a chance to close the works within next fifteen days the same will be forcibly closed by using necessary option in the MIS.

5. In case payments are pending for unskilled wage/semi-skilled wage/materials, the same should be appropriately analyzed and the possibility of earliest payment explored. In specific instances where wage payment is delayed due to some gaps in e-FMS /Ne- FMS, the issue may be suitably taken up with the State MIS team.
6. In case non-payment of some very paltry sum in the field (e.g., payment for the information board etc. are pending), the possibility of clearing such dues from out of administrative expenses may be explored.

We would expect all works taken up till 2015-16 are completed by 15th June 2017. We will also expect that the works taken up in 2016-17 are progressively completed once fund for the material component is made available.

Yours faithfully,



2/5/2017

(Dibyendu Sarkar)

Commissioner, P&RD Department